

**YAKAMA NATION HUMAN RESOURCES DEPARTMENT
JOB ANNOUNCEMENT**



Announcement # 2012-169 **Issue Date:** 12-21-12 **Closing Date:** 12-31-12

School Counselor
Yakama Nation Tribal School
Department of Health & Human Services
Hourly Wage: DOQ/Full-Time/Regular

The School Counselor is a professional position for the Yakama Tribal School who will provide individual and group counseling for Tribal School students. The counselor will work as part of the professional team with the ability to develop rapport and trust with the students, and be perceptive to increase effectiveness of the counseling role. The employee in this position will develop and implement curriculum in the areas of: human relations, refusal skills for drug/alcohol abuse, self-esteem and psychological education. In addition the counselor will work in the academic and career area including: new student enrollment, student count, assisting with the class schedule for graduation requirements, evaluating transcripts, provide information on colleges, vocational/technical schools and scholarships. The counselor will assist students in seeking employment and the application process. The counselor will work with teachers and staff to enhance counselor effectiveness, develop support/peer assistance groups and work with special education assisting with discipline procedures.

Knowledge, Skills and Abilities:

- Must understand, interpret, and implement the Yakama Tribal School philosophy, policies and procedures.
- Must be able to consult with and coordinate student programs with outside agencies; establish lines of communication.
- Be knowledgeable about selecting, coordinating, administering, and interpreting appropriate achievement and assessment tools.
- Be able to provide individual student personal counseling in areas of: getting along with others, parent relationships, drug/alcohol problems, etc.
- Have the skill to provide academic counseling for individual students having difficulty with school.
- Be knowledgeable about working with classroom teachers to develop career awareness units for students.
- Must be able to do classroom observations for providing feedback to teachers regarding individual student behavior and/or teacher's handling of student's behavior (mutually agreed upon with the respective teacher).
- Have the skill to provide teacher in-service training or workshops on areas of concern.

General Recruiting Indicators:

- Degree from a four-year College or University in Counseling.
- Job experience which would show the ability to perform the work.
- Able to pass physical exam including T.B. skin test.
- Willingness to take appropriate training for upward mobility.
- CPR/First Aide training and certification required. Must be able to obtain while employed.
- Knowledge of alcoholism and drug abuse/prevention preferred.

Necessary Special Requirements:

- Washington State Certification as a School Counselor with a background in Drug/Alcohol Education awareness.
- OR, another States School Counselor Certification which must be at a comparable level with Washington State so that the Washington State Certification could be immediately awarded.
- No history of child abuse/neglect.
- Pass a background check.
- Must have valid Washington State Driver's License and be insurable under the Tribal insurance guidelines for a Tribal Permit.
- Yakama Indian preference.
- Required to pass a pre-employment drug and alcohol test.